

May 10, 2001

TO: Members of the MAG Population Technical Advisory Committee

FROM: George Pettit, Gilbert, Chairman

SUBJECT: MEETING NOTIFICATION AND TRANSMITTAL OF TENTATIVE AGENDA

Thursday, May 17, 2001 - **1:30 p.m.**
MAG Office, Suite 200, **Ocotillo Room**
302 North 1st Avenue, Phoenix

A meeting of the MAG Population Technical Advisory Committee (POPTAC) will be held at the time and place noted above. Members of the POPTAC may attend **either in person or by telephone conference call**. Those attending by telephone conference call are requested to call 602-261-7510 between 1:25 and 1:30 p.m. After prompting, please enter the meeting ID number 767822 (POPTAC) on your telephone key pad followed by the pound key. If you have a problem or require assistance, dial 0 after calling the number above.

If you are driving, please park in the garage under the Compass Bank Building. Bring your ticket to the meeting, parking will be validated. For those using transit, the Regional Public Transportation Authority will provide transit tickets for your trip. For those using bicycles, please lock your bicycle in the bike rack in the garage.

Please be advised that under procedures approved by the MAG Regional Council on June 26, 1996, all MAG committees need to have a quorum to conduct business. A quorum is a simple majority of the membership, or 11 people for the MAG POPTAC. If you are unable to attend the meeting, please make arrangements for a proxy from your jurisdiction to represent you. If you have any questions or need additional information, please contact Harry Wolfe at (602) 254-6300.

TENTATIVE AGENDA

	<u>COMMITTEE ACTION REQUESTED</u>
1. <u>Call to Order</u>	
2. <u>Call to the Audience</u> Persons wishing to address the MAG POPTAC will be provided an opportunity to comment.	2. For information.
3. <u>Approval of Minutes of April 19, 2001</u>	3. Review and approve meeting minutes of April 19, 2001.

4. Building Permit Completion Status Report

Building permit completions for the quarter ending March 31, 2001 were due on May 1, 2001. If you have not already provided the completions for this quarter or any previous quarters please forward them to us as soon as possible.

5. Forthcoming Release of Census 2000 Products

By the end of May, the Census Bureau is scheduled to forward to the highest elected official of MAG member agencies their Census 2000 Demographic Profile. This Demographic Profile will contain new information by place including but not limited to: number of people by 13 age categories, median age, population in group quarters, average household size, total housing units, occupied housing units and vacant housing units. While this information will initially be released by place, subsequently it will also be provided by Census Tract through the Census Bureau's Website. Please see Attachment One for sample format of the Demographic Profile.

In June 2001, the Census Bureau is scheduled to forward to the highest elected official of each member agency a housing unit count for the jurisdiction along with instructions for challenging the Census Count through the Count Question Resolution (CQR) Program which begins June 30, 2001. Jurisdictions that wish to challenge their housing unit count need to notify the Census Bureau. In response to this notification, the Census Bureau will forward to the jurisdiction a housing unit count by block.

Sometime between July and September the Census Bureau will release the Summary File 1 which contains all the short form information down to the block level of geography. MAG staff will provide a status report on these products and discuss the schedule for the release of Census data. Please see Attachment Two.

4. For information and discussion

5. For information and discussion.

6. Count Question Resolution Program

At the end of June the Count Question Resolution Program will begin. This program provides an opportunity for jurisdictions to challenge their housing unit counts for Census 2000. A summary of the program is attached. Please see Attachment Three.

7. Acquisition of Census Data from American Fact Finder

MAG staff will discuss the acquisition of Census 2000 data using the American Fact Finder Website and provide a demonstration on how the data can be extracted.

8. MAG GIS and Database Enhancement Project

MAG is undertaking a GIS and Database Enhancement Project to establish the base from which a new set of socioeconomic projections will be developed. This week, MAG distributed to POPTAC members an employer database for their jurisdiction for review. Input on the database will be due on Monday May 21, 2001. Next week hotel/motel, RV Park, group quarters, and post high school institution databases are scheduled to be distributed. MAG staff will discuss the review of the databases distributed to date.

9. Revisions to Municipal Planning Areas

In April, MAG staff met with representatives of member agencies to discuss revisions to Municipal Planning Areas. Revisions to MPAs are needed where cities and towns have annexed outside their corporate limits and to incorporate other land that may be considered a part of their planning area in the future. At the meetings, agreement was reached on revisions of the MPA boundaries of Queen Creek, Gilbert, Surprise, Youngtown, Avondale, Peoria, Phoenix and Buckeye. A map identifying the changes in the MPA boundaries will be presented at the MAG POPTAC meeting.

6. For information and discussion.

7. For information and discussion.

8. For information and discussion.

9. For information and discussion.

10. Preparation of July 1, 2001 Resident Population Update for Maricopa County

According to Executive Order 95-2, the Arizona Department of Economic Security is responsible for preparing a July 1, 2001 resident population update for the State and each of its individual counties. DES is collecting information on annexations from member agencies and will be circulating a survey on population in group quarters. This information, together with housing permit completions will be used to develop a July 1, 2001 Arizona and Maricopa County Resident Population Update. MAG is required to use the Maricopa County update as a control total for preparing municipality updates. A status report will be provided.

11. Date of Next Meeting

The next meeting of the MAG POPTAC is scheduled for Thursday, June 20, 2001 at 1:30 p.m.

10. For information and discussion.

11. For information and discussion.